



**United States  
Fish & Wildlife Service**

**Memorandum**

**DO NOT REPLY TO THIS ADDRESS - SEE MESSAGE FOR CONTACT INFO!**

**Date**

**01/18/2005**

**From**

**AD - Budg, Planning & Hum Res**

**Subject**

**Pay Period 0502 Employee Express Leave and Earning Statements**

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The purpose of this memorandum is to inform you of a display error on Leave and Earning Statements (LES) viewed and printed from Employee Express.

Your Employee Express LES for pay period 0502 (ending January 8, 2005), displays the number of hours worked in the "Earnings" section as minutes, rather than hours. For example, if you worked 80 hours during the pay period, the hours worked is stated as 4,800.00 (80 hours x 60 minutes = 4,800.00). This display error does NOT affect the calculation of pay, and the net pay amount displayed is correct. The display error will be corrected for pay period 0503.

If you have any questions about this issue, please call the Payroll Information Line at 303-969-7732.

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*Our mission is, working with others, to conserve, protect and enhance fish, wildlife, and plants and their habitats for the continuing benefit of the American people.*